

Judicial Information System Council Meeting (JIFFY)

June 21, 2012

Judge Michael Bustamante, Chair

I. Meeting was called to order at 9:38 am in the Supreme Court Courtroom.

Attendees:

- Present: Oscar Arevalo, Chief Justice Maes, Steve Prisoc, Judge Bustamante, Judge Karen Mitchell, Judge Whitaker, Robert Mead, Judge Knowles, Renee Cascio, Greg Ireland, Judge Olguin, Judge Kirk, Judge Nakamura, Judge Castleberry, Deborah Dungan, Lydia Romero, Judge Clingman, Jamie Goldberg, Marlin Mackey, Pat Mente, Karen Janes, David Torres, Judge Walton, Dennis Jantz, Stephen Pacheco, Larry Murphy, Judge Barbara Vigil, Deb Williamson, Artie Pepin, Grace Catanach
- Via Video: Orlando Ulibarri, Tobie Fouratt, Frank DiMaggio
- Via Telephone:

II. Approval of agenda: Judge Bustamante approved the agenda and no changes were brought.

III. Budget and Revenue

- Fiscal Year 2012 Projection Report given by Oscar Arevalo
- - although the month of May displayed a disappointing showing, he is optimistic that the revenue will soon turn around, and due to expenditures being down, the FY12 SCAF allocation will not be depleted.
- The projected Red Light Camera Fund should show a slight increase in FY13 with full participation from Santa Fe, Las Cruces, and Rio Rancho. In FY12, Rio Rancho contributed only 10 out of 12 months, but it is anticipated that the contribution will be 12 months in FY13.
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IV. JIFFY Subcommittee Activities

- E-Documents Committee- Greg Ireland
 - Original files versus electronic files proposal to keep some originals for authentication purposes, but allow the majority to be electronic files for cost and storage savings.
 - He noted that there are approximately 8,000 electronic files processed per week between five districts and only 3- 3.5% of these files are rejected.
 - There will be a pilot program implemented at the First Judicial District Court where the documents will be sent via email directly to the judge to bypass docketing. Renee Cascio further explained that the pilot module would allow the Judge and staff to see who the proposal was from and allow them to affix an electronic signature and directly E-file the proposal. The judge will be in complete control over which documents will or will not be docketed. Renee will use three different codes when submitting a proposal.

Greg Ireland noted that this E-

ng original documents.

- Judges User Group- Judge Clingman

➤Two E-filing proposals were presented: paper on demand and completely paperless. Consensus of the committee members showed that some signature documents (promissory notes, wills, etc.) should be retained.

-Rules committee needs to determine which original documents should be maintained and the duration of the storage of each document appropriate to rules and statutes.

-Action Item: Per Judge Karen Mitchell, committee will specify recommendations and submit at next month's JIFFY meeting to create a policy to be presented to the Supreme Court and to the Rules Committee.

➤Disposition codes in Odyssey were proposed for recommendation based on document comprised by Karen Janes for Judge Olguin from various Odyssey meetings.

➤Application of Rule 5-123 to implement a uniform position statewide on incompetency issues raised in Magistrate or District Courts. A new SI file will new created. The sub-committee voted to adopt the rule. It will be sent to the Supreme Court for approval.

IV. CIO Report- Steve Prisoc

- Introduced Larry Murphy, visiting NCSC consultant, retired CIO for the state of Iowa, and will be working with Metrocourt for the next two weeks to implement the Odyssey Project.
- On target to implement last eleven Magistrate Courts to Odyssey.
- Due to the hard work of Renee Cascio and her staff, he was able to reduce the five year implementation plan to four years.
- Bernalillo County Metropolitan Court Odyssey Project. The primary goal is to implement a system that will ensure that end users at BCMC retain functionality that is equivalent to or better than BCMC systems now provide. Objectives: implement the basic criminal Odyssey CMS by April 15, 2013, within defined budget and scope; implement external and internal interfaces with the same functionality as is provided currently; and implement the system in such a way as to leave the option of expanding CMS functionality in the future. Steve interviewed eight candidates for the BCMC Odyssey Project Manager and hired Bill Hutchinson to be the manager and will begin employment on July 9, 2012.
- Re-negotiated JID lease saving 8% from current lease for a 10 year term.
- Sealed documents for probate cases. Odyssey public access will provide attorneys to view some sealed documents. If there is a need, Odyssey Public Access will allow certain documents to be viewed. The attorneys will still bring documents to courts to be scanned for E-filing. Not all case types will be available for E-filing. Renee suggested next step would be to place an article in the State Bar Bulletin so that the attorneys understand that even though these particular cases are considered probate, they are not public and may not be available for E-filing. **Action Item: Reaffirm**

existing policy and possibly have Tyler post information on the page that attorneys access.

V. No purchase requests this month.

VI. Review and Approval

- Continuing discussion on Computer Enhancement Fund priorities to be submitted in July 2012- Steve Prisoc
 - Appellate Odyssey enhancements suggesting \$200,000 (priority #3)
 - Video Arraignment support suggesting \$300,000 (priority #2)
 - Metropolitan Court Odyssey enhancements suggesting \$300,000 (priority #1)
 - Requested \$100,000 flexibility for a total of \$1 million. Judge Kirk moved to approve, Greg Ireland seconded, motion passed.
- Requested \$250,000 from the Red Light Camera Fund for FY13 for maintaining Video Network. Robert Mead moved to approve, Judge Kirk seconded, motion passed.
- Continuing discussion on organization of a sub-committee to recommend records retention policies for digital records- Robert Mead
 - Mr. Mead proposed eliminating Retention Policies for Digital Records Committee and make it a sub-committee of JIFFY. Asked Johnny Martinez of State Records and Archives to be part of the sub-committee which will discuss which documents will be digital or maintained in hard copy form.
 - Action Item: Judge Bustamante, Chief Justice Maes, and Robert Mead will meet and report to JIFFY their decision on a sub-committee which will include Johnny Martinez.**

VII. Future Meetings- The next meeting will be held on Thursday, July 19 at 9:30 am at the Judicial Information Division.

VIII. The meeting was adjourned at 11:14 am